



**DEPARTMENT OF THE ARMY**  
**551ST SIGNAL BATTALION, 15TH SIGNAL BRIGADE**  
**FORT GORDON, GEORGIA 30905**

REPLY TO  
ATTENTION OF:

ATZH-TBB

25 June 2009

MEMORANDUM FOR All 551st Signal Battalion Personnel

SUBJECT: Policy Memorandum No. 4 – Battalion Urinalysis

1. Reference: AR 600-85, Army Substance Abuse Program (ASAP), dated 14 January 2009.
2. I will implement random urinalysis testing throughout the 551st Signal Battalion to ensure the health and welfare of all Soldiers in this Battalion.
3. A minimum of four percent (4%) of the combined Battalion strength will be tested on a random basis weekly. Each company will be selected on a random basis using the current version of the drug testing software and will be notified by myself or the Battalion Prevention Leader (BPL). Allocations will be made to the companies by the BPL based upon the current Battalion strength. Unit Commanders desiring to conduct a 100% Unit Sweep must notify the BPL, at least 10 days prior to the test, to obtain additional allocations.
4. Personnel assigned and attached to the battalion will be randomly selected weekly using the current version of the drug testing software. The goal of the program will be to ensure that all personnel assigned are tested at least once annually without regard to rank, duty position, or other factors.
5. Unit Commanders will coordinate with the BPL and notify the Soldiers identified for testing for their selected week. Commanders need to ensure that all Soldiers identified for testing are at the collection site no later than 2 hours after notification. Every effort will be made to ensure these Soldiers' attendance on the scheduled date.
6. Because a positive urine test reflects the need for command attention, the following policy will be in effect with regard to positive urine tests for illegal drugs:
  - a. Any Soldier who tests positive for drugs will be retested during the next urinalysis or the subsequent one if the Soldier had an authorized absence from duty at the test site for no less than three (3) months. There are no exceptions to this policy.
  - b. Any Soldier who returns from any unauthorized absence greater than 24 hours or when Soldiers return from leave, TDY, or hospital inpatient care in duration will be immediately tested for illegal drug use. There are no exceptions to this policy.

ATZH-TBB

SUBJECT: Policy Memorandum No. 4 – Battalion Urinalysis

c. Testing pursuant to this policy is independent of any testing that may be conducted as part of the Army Substance Abuse Program (ASAP) and is not protected by the limited use policy of AR 600-85.

7. This policy does not supersede command directed urinalyses of individual Soldiers. These will be conducted in addition to the weekly urinalysis collection procedures.

8. This policy memorandum supersedes Policy Memorandum No. 4, dated 22 September 2008.

*//ORIGINAL SIGNED//*  
CHARLES W. SCHRADER  
LTC, SC  
Commanding